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Guidelines for Using the Index to *North Carolina Libraries*

1. The index is alphabetized letter by letter. Numbers and dates are filed at the end of the alphabetical sequence. All acronyms are filed in alphabetical order, not at the beginning of each letter.
2. Articles are indexed by title, subject, and first-named author, with cross-references from coauthors.
3. Book reviews are indexed by the title and first-named author, with cross-references from reviewers.
4. All library organizations are entered under their full names. Material on the substructures of these organizations, such as committees, round tables, etc., is listed alphabetically under the organization name. (For example, for material on the activities, officers, reports, committees, and round tables of NCLA, see North Carolina Library Association.)
5. The abbreviations "comp.," "ed.," and "pic." are used to identify compilers, editors, and pictures.